



# PURCHASE ORDER

**PO Number: 303-0-1057**

*Requisition Number: 303-0-02353*

**Order Date: 8/20/2020**

**Released**

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,  
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**  
accountspayable@tfc.state.tx.us

**IF INVOICE IS MAILED, DELAYS MAY OCCUR.**  
TEXAS FACILITIES COMMISSION  
FISCAL MANAGEMENT / ACCOUNTS PAYABLE  
P.O. BOX 13047 Austin, Texas 78711-3047

## Delivery Location

Parking Garage R, Warehouse  
1706 San Jacinto Blvd.  
Austin, TX 78701

**Show numbers on all papers and packages**

## Referenced Source or Vendor

18516030782  
Premier Janitorial Services, LLC  
2500 Dallas Highway SW  
Ste. 202-1045  
Marietta, GA 30064  
Pearlie Jones  
Phone:678-647-7847, Fax:  
pjones@eliteholdingsolutions.com

Spot Bid Fair-Records Office Supplies  
IFB 303-0-02353 Records Supplies

## Description

Duracell AA & AAA Alkaline Batteries  
TFC Contact:  
Kyle Moreland, (512) 463-8551

## Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Duracell AA Alkaline Batteries - 144 count carton MN1500BKD						
<b>NIGP Class:</b> 450 <b>NIGP Item:</b> 06 <b>Object Class:</b> 300 <b>Reimbursement Type:</b> Not Reimbursable <b>Notes:</b> Duracell AA Alkaline Batteries - 144 count carton	5	lot	\$75.50	8/20/2020	10/31/2020	\$377.50
Duracell AAA Alkaline Batteries - 144 box count	5	lot	\$67.12	8/20/2020	10/31/2020	\$335.60

MN2400BKDCTN

**NIGP Class:** 450**NIGP Item:** 06**Object Class:** 300**Reimbursement Type:** Not Reimbursable**Notes:** Duracell AAA Alkaline Batteries - 144 box count**Grand Total    \$713.10**

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2020
<b>Division</b>	Legal
<b>Program</b>	Records Management
<b>Phone</b>	5124638551
<b>Org Code</b>	0216 - Office Supply Allocations
<b>Type of Purchase/PCC Code</b>	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
<b>Work Order Number</b>	na

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

**Invoicing Standards**

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable ) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

**FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.**

**TEXAS FACILITIES COMMISSION INTERNAL PURCHASING**

PURCHASER: \_\_\_\_\_

Sastry, Archana - CTCM, CTPM, 5124632743

**(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)**

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)